

**INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISORIN  
STATE COUNCIL MEETING MINUTES  
MAY 22, 2018  
2:00 TO 3:00 PM (CST)  
TELECONFERENCE**

**PRESENT:** Denny Kaemingk, Secretary of SD Department of Corrections; Doug Clark, Executive Director of the Board of Pardons and Paroles; Charles (Chuck) Frieberg, Director of Trial Court Services; Doug Barthel, Representative.

**ABSENT:** Brian Zeeb, Division of Criminal Investigation; Krista Heeren-Graber, Victims Advocate; Honorable Mark Barnett, Circuit Judge, Sixth Circuit Court.

**OTHERS IN ATTENDANCE:** Sarah Ball, Deputy Compact Administrator for Parole; Stacy Cole, South Dakota Board of Pardons and Paroles Senior Secretary (Recorder).

**ELECTION OF OFFICERS:** Denny Kaemingk, Secretary of SD Department of Corrections made a motion to elect Doug Barthel, Representative as Chair of The Interstate Commission for Adult Offender Supervision State Council. Doug Clark, Director of the Board of Pardons and Paroles seconded the motion, casting the vote unanimous; all members voting aye; the motion carried.

**REVIEW / APPROVE SEPTEMBER 2017 MINUTES**

Motion was made by Doug Clark, Director of the Board of Pardons and Paroles to approve the September 2017 minutes with no corrections or additions. Motion was seconded by Charles (Chuck) Frieberg, Director of Trial Court Services. All members voting aye, the motion carried.

**DCA REPORTS**

Sarah Ball with Parole Services talked about the necessary steps that need to be taken to inform and vote of the Rule changes that need to be implemented. Parole Compliance numbers are at 100% compliance. We have found a few issues with the new dash board we are using but those issues are being addressed at this time. Audit results came out and we did an exceptional job for our first quarter. Audits will be conducted every three months going forward. We are working on the photo section and the quality of the photos for this audit. We have trained multiple new parole agents and case managers since our September, 2017 meeting. In March, 2018 we implemented some rule changes for the interstate compact. Notifications of the ICOTS enhancements were dispersed. We have implemented an electronic version on ICOTS of the privacy policy and release of information, financial obligations and rejection reasons from a receiving state, gang information will be able to be added under the "other" section as we found that the drop down option for this information was not always providing the most accurate information. Under the "other" tab any other beneficial/additional information that will help improve correspondence between the states can be added. All signed documents from offenders will be added into electronic form. This will help the National office to track what each state is doing. We continue to move forward with our victim notification systems (SAVIN).

Chuck Frieberg with Probation Services was available and reported on adult probation cases that are connected to the ICOTS system for interstate compact. They remain between 85% – 100%

compliance on the dash board. New judges are provided a bench book and a link to the compact rules when they are appointed. We are also going through a photo audit and we will continue to improve our system and get our compliance where it needs to be. We will send back any photo that is low quality and it will not be accepted into the system.

## **AUDIT RESULTS**

Doug Clark spoke on the process of appointing members of the state council and following the executive order. The national office approached the photo audit on a smaller scale in the second photo audit in 2018. South Dakota was at 82.6% pass rate and a 17.3% fail rate. We would like to see the enhancements in ICOTS be implemented immediately and not allow a photo to be added unless it meets the correct standards. The performance review on standard functions of the compact rules and we (South Dakota) had 100% in four areas and are well above the average in these areas. We are above 80% in all other areas which are the minimum standards to meet. The Mid West will begin in July 2018 providing copies of our internal workings for procedures and policies on management for ICOTS users and information to other states; this will also include a training guide for first time users. Our goal for 2020 will be to get warrants and how we track those under a better system and to ensure we are properly meeting the policy, managing and sharing the correct information that is being shared with other states. South Dakota has great numbers and averages and we will continue to improve in areas that need to be improved.

## **2019 RULE CHANGE AND RULE PROPOSALS**

Doug Clark advised this is not a rule change year. The next Annual Business Meeting is on October 1st – 3rd, 2018, in Lake Buena Vista, Florida.

## **NEW BUSINESS**

Doug Clark reported on IVINS and VINE which are both victim notification systems which several states have implemented one or both of these two systems. These systems focus on interstate compact cases and ensuring victims are being informed of where the offender is currently living. This is a self-registering system and would be up to the victim to register. We are going to have to somehow bring SAVIN and IVINS together and ensure that we are in compliance with how we are notifying victims. IVINS may in the future become mandatory for interstate compact cases so we need to take a look at implementing this system with our current system SAVIN. Doug Clark and Chuck Frieberg proposed we have another meeting after the ABM in October unless a significant issue arises with IVINS.

Sarah Ball reported that the Annual Business Meeting will be held in Florida October 1<sup>st</sup> – 3<sup>rd</sup>, 2018. This is a training year which means an extra day is given in order to give new training to staff that attend this conference. It is not a rule change year, so there will be no voting on any changes.

## **GENERAL DISCUSSION**

Doug Clark advised FY 2018 dues for ICAOS Parole and Probation were paid in full.

Motion was made by Doug Clark to adjourn the meeting. The motion was seconded by Chuck Frieberg. All members voting aye, the motion carried.

The meeting was adjourned at 2:52 PM. The Next meeting will be held in November, 2018.

Respectfully submitted by Stacy Cole, South Dakota Board of Pardons and Paroles, Senior Secretary.